

**BACTON & EDINGTHORPE  
ANNUAL PARISH MEETING  
AGENDA  
MONDAY 15<sup>TH</sup> MAY 2023  
Held @ Bacton Village Hall – 7.00pm**

YOU ARE INVITED TO ATTEND THE ABOVE MEETING

*followed by Bacton & Edingthorpe Annual Parish Council Meeting*

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: \_\_\_\_\_ 8<sup>th</sup> May 2023  
Susan Holden – Chair to Council  
Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF  
Telephone: 01692 402998 email: Clerk.BactonandEdingthorpepc@gmail.com

1. Chair's Review/Report for the year 2022-2023
2. To approve Annual Parish Minutes 9<sup>th</sup> May 2022
3. Receive annual reports from local organisations
4. Floor open to Parishioners

# BACTON & EDINGTHORPE PARISH COUNCIL

## Annual Parish Council Meeting

MONDAY 15<sup>th</sup> May 2023

Held @ Bacton Village Hall

*Following The Bacton and Edingthorpe Annual Parish Meeting*

YOU ARE SUMMONED TO THE ABOVE MEETING  
APOLOGIES PLEASE INFORM THE CLERK  
THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: \_\_\_\_\_ 8th May 2023  
Elaine Pugh Clerk to Council,  
Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF  
Telephone: 01692 402998 email: Clerk.BactonandEdingthorpepc@gmail.com

### AGENDA

1. To Elect a Chair for 2023-2024 and receive declaration of acceptance of office
2. To appoint a Vice-Chair for 2023-2024 and receive declaration of acceptance of office
3. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting
4. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.
5. To approve Ordinary Parish Council Minutes 13<sup>th</sup> March 2023
6. Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)

#### 7. To review and consider Planning if received

23/0478	Ash Cottage, Beach Road - subdivision of dwelling to create 2	No comment
23/0414	Camperdown, Coast Road - A new access onto B1159	Withdrawn
23/0415	The Beach House, Keswick Road - Erection of single storey rear/side ext	Approved
23/0436	Wrights, Coast Rd - Variation of condition 2	Approved
22/1687	Bromholme Cottage, Watch House Lane - Erection of detached single storey ext	Approved
22/2891	Beach Holme, Keswick Road - Demoliton and erection of replacement dwelling	Approved

#### 8. Clerk report and report on Matters Arising (updates and for information only)

##### GENERAL

- 8.1 Village maintenance programme to be reviewed
- 8.2 Allotments - funds being received and plots reallocated - new tap installed
- 8.3 Edingthorpe village sign - installed
- 8.4 Red Telephone box - work in progress
- 8.5 Parish Council insurance - Dog Warden risk assessment
- 8.6 Retaining posts at playing field for nets
- 8.7 North Walsham Road sign replacement - reported to NNDC 736586.

##### LAND AT Highbanks, Edingthorpe

- 8.8 Cutting of Pampas grass - Autumn review
- 8.9 Highways

9. To consider and review correspondence
10. To consider Financial Matters
  - 10.1 To receive bank reconciliation and note receipts and review reserves
  - 10.2 To agree upgrade of website and to bring it up to compliance and website accessibility standards (cost circa £230)
  - 10.3 To consider donation to Bacton Gardening Club £150 - community planters
  - 10.4 To consider and agree new Bank provider - Unity Bank
  - 10.5 To agree payment schedule and approve payments
11. Annual Governance and Accountability Return 2022-2023 (AGAR)
  - 11.1 To receive and agree the Accounts for 2022-2023 (circulated)
  - 11.2 To receive and consider internal auditor's report for 2022-2023 (circulated)
  - 11.3 To consider and complete Section 1&2 of the Annual Return for 2022-2023
  - 11.4 To consider and review risk assessment
  - 11.5 To consider and review asset list
  - 11.6 To consider the re-appointment of internal auditor for 2023-2024
12. To appointment Councillors responsibilities for:
  - Multisports
  - Planning
  - Gas Liaison Officer
  - Playing Field Monitor(s)
  - Health and safety team
  - Allotments
  - Footpaths
13. To review and increase annual allotment rental
14. To Receive Reports from Councillors and items for the next Agenda
15. To confirm date of the next Meeting  
Bacton Ordinary Parish Council Meeting -  
Monday 10th July 2023 - Bacton Village Hall @ 7.30pm

# Bacton & Edingthorpe Parish Council

## SCHEDULE OF PAYMENTS & CORRESPONDENCE **MAY 2023**

Please note that these are subject to alteration prior to the meeting due to the late arrival of invoices or correspondence

### Schedule of Correspondence

Bacton Gardening Club - request for donation £150.00	Agenda 10.3
Steve Jackman - updates required for website provision £230 approx	Agenda 10.2
Norfolk Police - re speeding and SAM2 and speed checks	Noted
Norfolk First Responders - donation thank you	Noted
NNDC - re Flagship Development	Noted
Ed Maxfield report	Circulated
Councillor re Edingthorpe village plinth and post	Noted
Councillor re Edingthorpe comment on planning 22/2990	Submitted to LPA
County Broadband Limited - enquiry	Responded
NALC re joining Association	Noted
Norfolk Vanguard re consultation on material change	Responded

<b>Cheques to be raised at meeting</b>	
Countrystyle - March	66.00
DT Overton	90.00
EON Next	47.92
NNDC	9.18
HMRC	11.40
NPTS	172.00
Ricky Green (Edingthorpe sign) - installation	368.00
Jake Neal - rubbish removal at playing field	96.00
J Withers - allotment hedge cutting	56.40
Elaine Pugh - Expenses	195.74
Ros Calvert - audit	70.00
AJ Gallagher - yearly Council insurance	1,897.10